

**Perkiomen Valley School District**  
Course/Content Area Scope & Sequence

Elementary Special Area: **Technology**

Grade Level: **4th Grade**

Trimester	Unit/ Topic(s)	Core Academic Knowledge and Skills	Software
1 <sup>st</sup> trimester (September-December)	Introduction/Review to the Technology Lab and hardware/software	<ul style="list-style-type: none"> <li>review formal keyboarding skills/rules</li> <li>review safe and cooperative use of technology</li> </ul>	Type to Learn 3/Online Resources
	Word Processing	<ul style="list-style-type: none"> <li>review/reinforce word processing (shift, delete, arrows, fonts, save and open, print, space, enter, tab, alignment, cut, copy, paste, clip art, etc)</li> <li>introduce tables</li> <li>write original ideas based on prompts/specific instructions</li> </ul>	Microsoft Word
2 <sup>nd</sup> trimester (January – mid-March)	Navigating the Web Research Internet Safety	<ul style="list-style-type: none"> <li>navigate websites</li> <li>introduction of simple search skills</li> <li>internet safety</li> </ul>	Internet
	Multimedia	<ul style="list-style-type: none"> <li>create series of slides based on a given topic- individual project</li> <li>apply transitions, animations</li> <li>incorporate sound</li> </ul>	Microsoft PowerPoint
3 <sup>rd</sup> trimester (mid-March-June)	Online Collaboration	<ul style="list-style-type: none"> <li>blogging within the building</li> </ul>	School Fusion Blog Tools